

Business Succession Checklist

Business Name: _____

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|-----|---|------------------------------|-----------------------------|
| 1. | Would control of the business remain with the appropriate people on death or disablement? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. | Do you have any appropriate Shareholders Agreement? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 3. | Is a Buy/Sell Agreement required? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4. | Are assets held in structures such as trusts or companies? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. | Are all Wills and Enduring Powers of Attorney up to date? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 6. | Is there a current valuation for the business? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 7. | Is funding in place to protect assets secured by loans? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 8. | Have personal guarantees been given for any loans? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 9. | Is funding in place to protect the revenue of the business? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 10. | Are there any key employees in the business? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 11. | Is funding in place to protect the ownership of the business? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 12. | Is funding in place to protect non participation of owners or key employees as result of injury or illness? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Additional issues

Additional documents

The following additional documents accompany this form e.g. existing agreements, trust deeds etc.
